Annual Index of Articles

DATA MANAGEMENT

The articles are classified according to the following areas of data processing: Hardware Selection and Operations; Microfilm and Optical Character Recognition; Management; Personnel Training and Education; Privacy and Security; Programming – Software and Documentation; Systems Design and Control; Timesharing, Communications and Teleprocessing. They are also listed alphabetically by author.

This index lists all articles published in the twelve issues of *Data Management* (Volume 12, January through December 1974), including the proceedings of the 1974 Conference.

Hardware Selection & Operations

The DP Manager as a Buyer by Carl R. Mullison, Vol. 12, No. 9, (September, 1974) p. 28.
The basics of economics, purchase, rent or lease; contract provisions and negotiations; model contracts; and relationships with equipment vendors are discussed.

Experience in a Multi-Vendor Shop by J. David Williamson, Vol. 12, No. 9, (September, 1974) p. 35.
The special problems of an installation using hardware from multiple vendors are identified, and techniques of minimizing or solving them are examined.

Four Stages of Bank EDP by W. Wright Harrison, Vol. 12, No. 8, (August, 1974) p. 12.
This article traces the main thrust of computerization in banking and places the experience of Virginia National Bankshares within that outline.

The Future in Data Communications by Richard L. Gehring, Vol. 12, No. 9, (September, 1974) p. 43.
The fifth generation of computer systems will be characterized by terminals configured to man's needs and supported by access through communications to a large scale centralized site or a dedicated facility.

How to Buy a Minicomputer, Vol. 12, No. 2, (February, 1974) p. 24.
While minicomputer prices have declined, they have not done so uniformly, and the equivalence of similarly priced products that exists in much of industry is a complete fiction among minicomputers. Thus, General Automation recommends a methodical evaluation of computers be conducted before deciding what to buy.

Managing in a Data Communications Environment by Robert B. Soudant, CDP, Vol. 12, No. 9, (September, 1974) p. 31.
How to improve service to the user and minimize his frustration with the problems unique to data communications.

Minicomputer System Launches DP Center for Small Accounting Firms by David A. Tosh, CPA, Vol. 12, No. 2, (February, 1974) p. 20.
In many professional fields, the application of data processing holds a clear-cut advantage, but until the availability of low cost, general purpose minicomputer systems, acceptance was slow except on the part of large firms, service bureaus and some specialists.

Mini in Warehousing, Vol. 12, No. 7, (July, 1974) p. 30.
The cost and capabilities of minicomputers make them ideal tools for the small to medium sized warehouse.

Overview of Minicomputer Architecture edited by Richard C. Friedman, Vol. 12, No. 2, (February, 1974) p. 12.
This summary of mini architecture, based on a Rand Corp. report, spotlights salient characteristics of minicomputer architecture particularly those which would seem "wanting" relative to comparable, large-system characteristics.

POS: Another Revolution in Retailing, Vol. 12, No. 7, (July, 1974) p. 13.
POS equipment is now at the stage where the cost of not going ahead can be equal to or greater than the cost of testing and implementing the equipment.

Terminals Offer Versatility by David L. Pease, Vol. 12, No. 7, (July, 1974) p. 8.
Terminals have reflected many advances in their evolution from telegraph keys through teleprinters, the first data transmission devices, CRT's document transmitters, thermal printers and now as money transmitters (electronic funds transfer).

Update on Leasing of Computers by John M. Randolph, Vol. 12, No. 12, (December, 1974) p. 14.
An overview of computer leasing and what the leasing companies can provide in the way of services. Leasing is an alternative method of acquiring equipment needed without draining work capital.

Management

Bridging the Systems Expectation Gap by William S. Anderson, Vol. 12, No. 11, (November, 1974) p. 29.
We need to temper our expectations by remembering that our goals must lend themselves to practical accomplishments.

Closing the Communications Gap Between DP Managers and User (Non dp) Managers by William N. Ledbetter, CDP, Vol. 12, No. 6, (June, 1974) p. 22.
Closing the communications gap between dp managers and non dp managers requires close look at some of the reasons for the gap: language, perspective, and mobility of dp group.

EDP Management Development by Stephen P. Keider, CDP, Vol. 12, No. 8, (August, 1974) p. 18.
Key to successful implementation of a management development program is the use of sound managerial techniques by the data processing manager himself.

Ledger Engineering by Dan Donegan, Vol. 12, No. 6, (June, 1974) p. 9.
If computer utilization is to reach even 80 percent of capacity, DP managers must bootstrap themselves into executive positions.

Line (Operations) Managers as DP Users by William C. House, CDP, PhD, and James E. Shankle, Vol. 12, No. 11, (November, 1974) p. 26.
The continuing upward trend in decision-assisting applications placed on the computer emphasized the need for increased technical knowledge about computers on the part of operating (non dp) managers.

Managing the Data Center by Howard Case, Vol. 12, No. 10, (October, 1974) p. 20.
While much has been said about optimizing performance of computer hardware, gains in hardware performance can be wiped out by an operator's mistake or incorrect data. . .Administrative procedures must be made efficient and operators must work efficiently to optimize performance.

Managing the Remote Computing Function by Robert B. Soudant, CDP, Vol. 12, No. 4, (April, 1974) p. 18.
The remote computer tends to be an abstract objective and is easily subjected to criticism. There is much that EDP management can do to alleviate that criticism through open channels of human communication.

Managing the Small to Medium Data Processing Department by W.R. McArthur, Vol. 12, No. 11, (November, 1974) p. 16.
The key to managing data processing successfully is to recognize that we are managing change, not just technology, and this change is not limited to data processing but involves the entire company.

Resource Management by John B. Knauff, Vol. 12, No. 9, (September, 1974) p. 23.
The concept of resource management encompasses the capability to provide a full and complete range of systems service in any combination, such as, specifications, programming, documentations and operation.

The Role of Information Manager in Corporate Management by Roger Gupta, PhD, Vol. 12, No. 7, (July, 1974) p. 26.
The problems of the information manager stem partly from the rapid development of computer technology and partly from his own making—in over-emphasizing the capability of the computer and deemphasizing that of the human factor.

Wanted: Corporate Stature by Lew Ross, CDP, Vol. 12, No. 1, (January, 1974) p. 4.
The time has come for every business using computers to have a vice president in charge of information management.

Wanted: Someone to Manage Information by James B. Edwards, PhD, CPA, CMA, Vol. 12, No. 7, (July, 1974) p. 22.
No successful decision maker can ever afford to default his role to an information system; he must control all performance which relates to his responsibility.

Personnel Training & Education

EDP Management Education by Jarrell C. Grout and Al F. Trussell, Vol. 12, No. 3, (March, 1974) p. 20.
A hindering factor to the management ambitions of some edp professionals has been the trend for them to have close association with, and more concern about, their internal edp organization rather than with the entire company.

Education for Employability: In the Vocational School by Robert M. Pesola, Sr., Vol. 12, No. 12, (December, 1974) p. 22.
The objective is to provide the student with the necessary skills and knowledge that utilize the full potential of his abilities and provide the employer with an employee who is immediately productive with a minimum of retraining.

Motivation and Career Path Planning by Keith R. Frost, Vol. 12, No. 9, (September, 1974) p. 18.
Successful career path planning requires a deep understanding of people, their desires, goals, needs and ambitions, as does developing and maintaining a productivity climate utilizing the principles of motivation.

Pitfalls and Potentials of EDP Training by J. Daniel Cougar, CDP, PhD, Vol. 12, No. 11, (November, 1974) p. 33.
The key to success in adopting a career development program is not the amount of budget committed but rather the amount of managerial committment.

Pragmatic Programming (Training) by Van B. Thompson, Vol. 12, No. 11, (November, 1974) p. 22.
The best way to teach a person how to function within a data processing installation is to do so within the framework of a dp installation.

The Programmers by William E. Killian and C. Joseph Sass, Vol. 12, No. 6, (June, 1974) p. 24.
The authors call for a need to define "programmers" with a comparison of the vast differences in the responsibilities and training of the business programers and the time-sharing programmers.

Staff Stability by E.J. Balawyder, Vol. 12, No. 10, (October, 1974) p. 30.
What can be done to motivate and stabilize the turnover of the data entry personnel.

The System Analyst Grid by Philip N. Newbold, Vol. 12, No. 12, (December, 1974) p. 18.
The grid is a graphic portrayal depicting a multi-dimensional system training philosophy which holds that to develop effective systems analysts, training curriculums need to be designed so as to provide business and other interactive skills, not merely systems skills.

Microfilm Optical Character Reading

Fiche and Film: Forms of the Future by Daniel C. Kaiser, Vol. 12, No. 9, (September, 1974) p. 12.
An examination of the various types of microforms and their predicted growth.

Microfiche: Solution to Paper Shortage by J.W. Carpenter, PhD, Vol. 12, No. 3, (March, 1974) p. 16.
With the paper shortage growing more acute and printing and mailing costs on the rise, business today is taking a closer look at the medium of microfiche for processing and disseminating data.

Microfilm Cuts Costs for Eastern Airlines, Vol. 12, No. 3, (March, 1974) p. 18.
A major portion of the nine-man microfilm department's internal responsibility is reissuing 65 technical publications containing 2,000 to 24,000 pages each and duplicating them in sets of 50 to 150.

Microfilm--Past, Present and Future by Francis J. Boulanger, Vol. 12, No. 3, (March, 1974) p. 10.
Some planners are not aware that computer output microfilm (COM) has combined electronic and photographic technologies by transforming output pulses to alphanumeric character images or graphic forms for recording on microfilm.

Programming, Software & Documentation

Modular Design of Computer Programs by Ken Leavenworth, CDP, Vol. 12, No. 7, (July, 1974) p. 14.
The benefits of modular programming fall into two categories, those realized as a direct result of modular programming and those which modular programming provides a means to achieve -- improved testing, more effective project planning, reporting and control.

Programming: Cobol vs Assembly Language in Data Processing by Andreas S. Philippakis, PhD, Vol. 12, No. 7, (July, 1974) p. 20.
While computer users prefer to use machine independent languages, primarily Cobol, they are not eliminating lower level, assembly language programming from their repertoires, this survey concludes.

Software Portability by Tom Gilb, Vol. 12, No. 6, (June, 1974) p. 26.
Portability is a software attribute which promises a degree of ability to save previous manpower, money and time investments in applications programs, machine-oriented software and the data bases.

Software: What Is It Made Of? by Tom Gilb, Vol. 12, No. 10, (October, 1974) p. 9.
As software becomes an increasingly important part of our lives, we must recognize the importance of "dataware" to gain maturity in the software field.

Source Data Management by Satya Pal Asija, CDP, Vol. 12, No. 4, (April, 1974) p. 24.
Software development for a data communication system used by Dayton, Ohio police department.

Security Privacy & Confidentiality

Aftermath of a Flood by Christine R. Klimeczko, Gerald L. Buckland, and Addison W. Locke, Vol. 12, No. 1, (January, 1974) p. 10.
What four data processing centers in Elmira County, N.Y. experienced in recovering their equipment and data.

Computer: Boon or Downfall of Man by Vaughn M. Autry, Vol. 12, No. 1, (January, 1974) p. 26.
Computer manufacturers and users, and professional organizations must put forth greater effort in educating the general public and the courts. Computers are not magic boxes; man, for better or for worse, controls the computer.

Computer Room Security by Miklos B. Korodi, Vol. 12, No. 1, (January, 1974) p. 14.
Every company that relies on its computer to conduct day to day business without adequate computer room protection is risking corporate extinction.

Fire Protection in the Computer Center, Vol. 12, No. 1, (January, 1974) p. 18.
Why a $4 million data center decided on a water fire fighting system.

Identifying Computer Vulnerability by Lindsay L. Baird, Jr., Vol. 12, No. 6, (June, 1974) p. 14.
Computer security is not a one man task since no single human being has the multitude of technical and functional skills required to properly address the problem; formation of a computer security group may be the most cost effective method of assessing the internal and external vulnerability of computing systems and facilities.

Keynote Address by Philip W. Buchen, Vol. 12, No. 9, (September, 1974) p. 8.
The Executive Director of the Domestic Council Committee on the Right to Privacy (of which Vice President Gerald Ford had been chairman) advised conference attendees that "A public increasingly concerned over its eroding rights of privacy will force legislation in this field unless edp executives voluntarily initiate procedures to protect such rights."

Management Aspects of the IBM Data Security Study by Lee Danner, Vol. 12, No. 9, (September, 1974) p. 39.
A summary of the project to identify the requirements and procedures necessary to achieve a secure operating system.

The Problems of Data Privacy by Bryan Wilkinson, Vol. 12, No. 5, (May, 1974) p. 10.
How a small group of DPMA's California members approached the California legislation to prevent enactment of an unworkable bill. It isn't easy but dp practitioners have got to commit themselves to protect our profession and our industry.

Secrecy vs Confidentiality by H. Douglas Cosby, Vol. 12, No. 1, (January, 1974) p. 20.
Data banks must be regulated . . . It's a matter of self-preservation, self-dignity, and self-control. If we don't do it now, someone else will. Can we afford the implications this would present?.

Securing the Computer by Felix Pomeranz, Vol. 12, No. 6, (June, 1974) p. 18.
While the edp security problem has come to the fore in recent months, there is no justification for assuming that it is insoluble within the present framework of system design. Improper use of edp systems can be drastically reduced by application of controls already familiar to auditors.

Security in Automation by Ruth M. Davis, PhD, Vol. 12, No. 5, (May, 1974) p. 6.
The urgency of the security in automation problem and the complexities of resolving that problem have been very clearly delineated in an address given by Ruth M. Davis, director of the Institute for Computer Sciences and Technology, National Bureau of Standards. Excerpts of her address urge the cooperation of all segments of the data processing community because all will be affected.

Software Security: The Unresolved Problem by Daniel A. Verbois, Vol. 12, No. 10, (October, 1974) p. 16.
The problems of data processing security are very complex, and a significant factor which adds to the complexity of the situation is the uniqueness of the security requirements at a given computer installation.

Systems Design & Control

The Computer in Management Information and Control Systems by Bartow Hodge, Vol. 12, No.12, (December, 1974) p. 26.
The role of the computer within the corporate structure had undergone a complex process evolution. Multi-level computer process control systems have been interlinked to form a "Management Information and Control System (MICS)" which is capable of making routine decisions and leaves management free to concentrate on decisions that are not programmable.

Criteria for Utilizing Data Management Resources by Jerome E. Dyba, CDP, Vol. 12, No. 5, (May, 1974) p. 20.
It is imperative that we keep in mind that data processing's ultimate reason for existence is to satisfy the informational requirements of our users, both for operational and managerial purposes.

Data Base Integrity by Gene Giannotti, Vol. 12, No. 5, (May, 1974) p. 22.
Can you tell whether you are losing data from your data base?

Fruits of Man's Technology Turning Sour by Nurmi Simm, Vol. 12, No. 2, (February, 1974) p. 10.
We must design computer systems that respond, grow, and are sympathetic to people.

Information System Concepts for the Manager by Herbert R. Ludwig, PhD, Vol. 12, No. 8, (August, 1974) p. 22.
Whereas most articles concerning information systems address the systems programming or systems analyst, this one addresses the manager, spelling out in definitive terms the basic concepts needed for a minimum information system.

The Managed Data Base by Frederic Keysor, Vol. 12, No. 5, (May, 1974) p. 14.
The problems experenced in developing management information systems result from using a static computer/application oriented data base as a source for the dynamic information required by the management information system.

Virtual Memory: What, When and How by Keene A. Bridgeman, Vol. 12, No. 9, (September 1974) p. 14.
A discussion of virtual memory from its basic concepts through implementation consideration.

Timesharing Communications & Teleprocessing

Bell System Introduces Teleprocessing Seminar, Vol. 12, No. 7, (July, 1974) p. 44.
Bell System adds a new seminar on teleprocessing to its series of data communication conferences offered free of charge as a service to industry and business.

Remote Analysis Center, Vol. 12, No. 4, (April, 1974) p. 22.
An available testing system for pinpointing certain problems in a data communication system.

Remote Terminals by Harry Coolidge, Vol. 12, No. 9, (September, 1974) p. 16.
Advantages of using remote terminals are realized in the areas of operating cost reduction, increased efficiency, faster turn-around, error reduction, expansion capabilities, and now in editing, validating and formatting data as it is keyed.

Sharing Computers: The Future Arrives Daily by Lee E. Sheehan, Vol. 12, No. 9, (September, 1974) p. 45.
Whether the future means the elimination of in-house systems, data clerks instead of data managers or the concentration of computing power among in-house utilities, it must be planned.

Specialized Carrier Systems by David N. Corbin, Vol. 12, No. 4, (April, 1974) p. 28.
An overview of the development of specialized carrier systems and what services can be provided.

Telecommunications by Carl Hammer, PhD, Vol. 12, No. 4, (April, 1974) p. 12.
An overview on the development of teleprocessing systems, the government's role as a user, netting existing computer systems, system management and planning, standardization, and the impact of teleprocessing on society and on man.

Timesharing's Future by Richard J. Tersine and William A. Fitton, Vol. 12, No. 1, (January, 1974) p. 22.
The user must evaluate timesharing systems as he does other data processing systems -- in relationship to his own situation.

Update: Timesharing and the Data Processing Manager by Thomas L. Thomas and Edward I. Metz, Vol. 12, No. 10, (October, 1974) p. 26.
In the last five years, timesharing has evolved and matured to the point where it can be a significant aid to the dp manager in meeting the demands placed on him for responsiveness and rapid solutions.

General Interest

But the "A" Means "American" by Donn W. Sanford, Vol. 12, No. 8, (August, 1974) p. 4.
DPMA can grow through affiliation with AFIPS (American Federation of Information Societies).

Challenging Problems Facing the Data Processing Community by Francis F. Martin, Vol. 12, No. 10, (October, 1974) p. 32.
For two decades three major problems have plagued the data processing community and are still unresolved: inadequate user/supplier relationships; poorly designed systems; and incompetency in programming and analysis.

Computer-Generated Evidence by Jerome J. Roberts, Vol. 12, No. 11, (November, 1974) p. 20.
Because of the complexities of examining the creation of computer-generated evidence and the deceptively neat package in which the computer can display its work product, courts and legal practitioners must exercise more traditional means.

The Dawn of Thinking Machines by Francis S. Reeves, Vol. 12, No. 7, (July, 1974) p. 38.
Widely misunderstood and distrusted, research in artificial intelligence has been largely ignored by the scientific community and has gone virtually unnoticed by the general public.

Disk Pack Handling by Hal Sowle, Vol. 12, No. 5, (May, 1974) p. 26.
An ounce of prevention is worth a tone of cure.

DPMA and AFIPS by Helen M. Milecki, Vol. 12, No. 9, (September, 1974) p. 4.
What AFIPS (American Federation of Information Processing Societies), and DPMA's affiliation with it, is all about.

DPMA's Executive Council Members for 1974-75, Vol. 12, No. 8, (August, 1974) p. 32.
Photos and brief sketches about the international vice presidents and the regional vice presidents.

DPMA's Potential by Herbert B. Safford, CDP, Vol. 12, No. 5, (May, 1974) p. 32.
The Association's immediate past president delineates the new challenges DPMA faces as the data processing industry matures into a more encompassing information processing industry.

Electronic Funds Transfer Systems: Friend or Foe?, Vol. 12, No. 8, (August, 1974) p. 16.
Since it is consumer attitudes toward payment systems services that will dictate their success or failure, banks and trade associations have sponsored numerous research studies to determine public attitudes. This is a summary of some of those studies.

How to Improve Any Project by Felix J. Uhrinek, Vol. 12, No. 1, (January, 1974) p. 37.
Seven steps in a systematic approach to improve a project.

Individual Performance Awards, Vol. 12, No. 8, (August, 1974) p. 36.
Comments from the various individuals who recently earned "Individual Performance Awards."

An Interview with DPMA's 1974 Computer Sciences Man of the Year by Helen M. Milecki, Vol. 12, No. 6, (June, 1974) p. 10.
Edward L. Glaser, now professor of the computer sciences at Case Western Reserve University, got involved in the development of computers at IBM in 1951. His comments on education in computer sciences, the problems of data security, the unique but unrecognized position of the dp manager in the corporate structure are views drawn from a long experience in the business world.

An Interview with DPMA's President, Edward J. Palmer by Helen M. Milecki, Vol. 12, No. 8, (August, 1974) p. 29.
A member of the edp industry for 22 years, Ed Palmer focuses on the future potential of the Association "if it faces up to the complex issues that are developing in the edp community."

Lessen the Paper Crunch by Glenn Hedquist, Vol. 12, No. 3, (March, 1974) p. 8.
A few ways to overcome the paper shortage are described.

Offsetting Paper Shortages by R.A. Scudder, Vol. 12, No. 10, (October, 1974) p. 12.
Keeping in mind the current paper "squeeze", the author points out ways of saving paper and keeping costs down by redesigning forms to maximize use of the paper.

Practical Politics (Or How to Play the Corporate Game) by Ira S. Gottfried, CDP, Vol. 12, No. 11, (November, 1974) p. 12.
Recognition of rules of your particular corporate game and a willingness to participate may be the extra element necessary to promotion or survival.

Quality vs Quantity by Jerome W. Geckle, Vol. 12, No. 10, (October, 1974) p. 15.
Printed word volume is not the answer to management's needs -- quality and usefulness are far more valuable.

Recycle Your Past Chapter Presidents by Ray Spurr, Vol. 12, No. 3, (March, 1974) p. 15.
To make use of their time, efforts and experience, the St. Louis Chapter has formed a past presidents committee.

Report to Membership, Vol. 12, No. 12, (December, 1974) p. 34.
DPMA's 1973-74 officers report on activities of that fiscal year.

The Role of Chapter Membership in International DPMA, Vol. 12, No. 3, (March, 1974) p. 24.
Local chapters and individual members will often be of priceless assistance, but the power and contacts of an internal organization are absolutely essential to the guardianship of the profession's legal needs.

Social Security Administration Accepts Magnetic Tape Records by William E. Hanna, Jr., Vol. 12, No. 1, (January, 1974) p. 24.
Employers who use computerized payroll systems can use magnetic tape reporting plans offered by the federal government and state tax agencies.

Summary of the Annual Fall Executive Council Meeting, Vol. 12, No. 11, (November, 1974) p. 25.
A brief report on the proceedings of DPMA's executive council meeting.

Thanks DPMA . . For the Computers Merit Badge Clinic by Adolf Andersen, Vol. 12, No. 9, (September, 1974) p. 50.
The Norumbega Council, Boy Scouts of America, reports on their successful Computers Merit Badge Clinic.

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